

**Memorandum of Understanding between the Department of Electrical and Electronic Engineering of The University of Hong Kong and the Metallurgy Division of the National Institute of Standards and Technology to Establish a Collaborative Research Partnership for Research Postgraduate Students**

**MEMORANDUM OF UNDERSTANDING**

**The Metallurgy Division of the National Institute of Standards and Technology and the Department of Electrical and Electronic Engineering of The University of Hong Kong (HKU)** recognize the value of research student exchanges between the two institutions. This Memorandum of Understanding (MOU) supports the interest of the two institutions to establish a formal relationship for research postgraduate students to participate in joint research projects of mutual interest under supervision. This MOU is a statement of intent of the parties hereto and is not legally binding and does not create legally enforceable duties and responsibilities.

**The Metallurgy Division of the National Institute of Standards and Technology** through its research faculty intends to provide mentoring and support of research postgraduate students from HKU. This may include:

- Research to be conducted at **the Metallurgy Division of the National Institute of Standards and Technology**.
- Openness in establishing research opportunities in **the Metallurgy Division of the National Institute of Standards and Technology** that contributes to the research opportunities for HKU research postgraduate students. **The Metallurgy Division of the National Institute of Standards and Technology** will also provide access to library, computer, and related facilities as possible.
- Continuing and frequent communication with supervisors of HKU research postgraduate students so that when the students are at **the Metallurgy Division of the National Institute of Standards and Technology**, they remain in frequent communication with the HKU supervisors. Student progress will be reviewed bi-annually, and students will be expected to maintain satisfactory progress to ensure that they may continue in the research program.
- Assistance in obtaining Visa through the Office of International and Academic Affairs of the National Institute of Standards and Technology for exchange scholars.
- stipends, if any and only as specifically identified in separate implementing agreements (if the period of exchange extends beyond the maximum duration stipulated by HKU, as described in the Addendum to this MOU), when students are working in **the Metallurgy Division of the National Institute of Standards and Technology**.

HKU intends to provide the basic formal educational structure for the research postgraduate students within its present programs. It is understood that all research postgraduate students will meet all requirements for courses and degree programs as determined by the University. In addition, HKU intends to provide:

- Postgraduate Studentships to students from HKU throughout the period of study, (unless the period of exchange extends beyond the maximum duration stipulated by HKU, in which case **the Metallurgy Division of the National Institute of Standards and**

Technology may provide funding for the stipends).

- Encouragement of HKU research postgraduate students to engage in the research exchange at the **Metallurgy Division of the National Institute of Standards and Technology**.
- Promulgation and communication of this collaborative effort through, for example, HKU web site, emails or circulars within HKU as well as informal conversations with colleagues and students.

The collaboration of both institutions will be characterized by mutual respect and continuing communication. When appropriate, the two institutions will seek to invite representatives of each other's research personnel to participate in conferences and colloquia.

In each institution, the exchange scholars participating in the program shall be subject to the host institution's policies and regulations concerning research personnel and intellectual property.

This agreement forms the basis for the initial partnership between HKU and the **National Institute of Standards and Technology** for providing research opportunities for postgraduate students. New and wider areas of mutual interest may evolve and be included in expansion of this agreement.

This Memorandum of Understanding shall take effect from the date of the last signature for a period of 5 years and may be modified or revised by mutual written consent of the two institutions. In the event of cancellation of this Memorandum of Understanding, both parties shall provide all normal support services as outlined herein for the current group of participating students until the end of their exchange.

All activities contemplated under this MOU are subject to and dependent upon the availability of funds and other necessary resources. No funds are obligated by this MOU.



(Name) Prof. Victor O. K. Li

(Post) Department Head

Department of Electrical and Electronic  
Engineering

The University of Hong Kong

Date: 30 April 2010



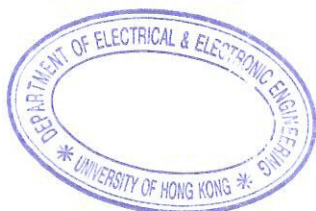
(Name) Dr. Frank W. Gayle

(Post) Division Chief

Metallurgy Division

National Institute of Standards and Technology

Date: 14 May 2010





## ADDENDUM

### **Collaborators**

The success of a research postgraduate student exchange program relies on strong personal ties and trust between supervisors and their collaborators. Information on researchers at the **Department of Electrical and Electronic Engineering** of the University of Hong Kong (HKU) and at the **Metallurgy Division of the National Institute of Standards and Technology**, and their areas of interest will be exchanged to facilitate identification of collaborative opportunities.

### **Research Postgraduate Students**

HKU supervisors will be encouraged to identify high quality candidates for research exchange at the **Department of Electrical and Electronic Engineering of the University of Hong Kong**.

### **Duration of exchange/study leave**

Study leave of up to half the period of the HKU study programme, i.e., 12 months for MPhil, 18 months for a 3-year PhD and 24 months for a 4-year PhD programme, may be granted to HKU students for exchange at the **Metallurgy Division of the National Institute of Standards and Technology** subject to the condition that satisfactory supervisory arrangements have been made. The proposed duration will be specified in the application of each candidate wishing to participate in the exchange program.

Flexibility may be given to the research postgraduate students to extend the period of exchange beyond the maximum duration if a longer period of exchange is necessary for completion of research work. Requests for extension, with justification and a study plan, shall be subject to approval by HKU.

### **Period of exchange**

Research postgraduate students should spend the first year of study at HKU in order for them to complete the coursework component, if required, and to receive basic research training. The exact period of exchange at the **Metallurgy Division of the National Institute of Standards and Technology** shall be mutually determined by the HKU supervisors and the **Metallurgy Division of the National Institute of Standards and Technology** collaborators. Students should preferably be returned to HKU when they start writing their thesis so that they can receive timely guidance from their supervisors.

Students will not be allowed to transfer to another university to continue their studies during their exchange at the **Metallurgy Division of the National Institute of Standards and Technology** except with permission from both institutions.

### **Supervision**

The HKU supervisors, together with the **Metallurgy Division of the National Institute of Standards and Technology** collaborators, would oversee the students' progress in research throughout the period of the research exchange program in the **Metallurgy Division of the National Institute of Standards and Technology**.

In addition, **Department of Electrical and Electronic Engineering** of the University of Hong Kong, in cooperation with the students' supervisors in the **Metallurgy Division of the**

**National Institute of Standards and Technology**, will actively track the progress of the students toward their degree to insure their success.

#### **Research equipment and supplies**

The **Metallurgy Division of the National Institute of Standards and Technology** will provide research supplies and consumables, as well as access to library, research equipment, computer and related facilities for students on exchange.

#### **Conferment of degree**

Students on the research exchange program will remain registered under HKU, but will be subject to the policies and regulations concerning research personnel and intellectual property of the **Metallurgy Division of the National Institute of Standards and Technology** during the period of attachment.

Degrees will be conferred to students by HKU only. The research exchange activity will be recorded on their transcripts.

#### **Travel allowance**

Students may apply for a travel allowance by HKU for the exchange via the CRCG travel grant scheme.

#### **Accommodation and subsistence allowance**

Postgraduate students on the research exchange program shall arrange for their own accommodation overseas. Postgraduate Studentships will continue to be paid to students by HKU during the period of exchange.

However, if an extension of the period of exchange beyond the maximum duration is required, the **Metallurgy Division of the National Institute of Standards and Technology** may provide support, at a level commensurate with the support that the **Metallurgy Division of the National Institute of Standards and Technology** provides to its postbaccalaureate fellows, to the students concerned during the extended period of exchange.

#### **Travel and medical insurance**

Travel insurance of students will be covered by HKU. The **Metallurgy Division of the National Institute of Standards and Technology** will provide information on medical insurance policies available to the exchange students that meet the requirements of the J1 visa program. The exchange students will need to purchase the medical insurance on their own.

#### **Other**

In case of unforeseeable circumstances affecting the continuation of a student in this exchange research program, the matter shall be resolved between the **Metallurgy Division of the National Institute of Standards and Technology** and **Department of Electrical and Electronic Engineering**, HKU or his/her designates.